

Control Access to a Military Installation

191-376-5151

Conditions: Given an individual attempting to enter an installation by vehicle or as a pedestrian, local SOP and standard military police equipment. You are on duty performing installation access control. The installation commander has directed that all pedestrian-carried packages and vehicles that do not have a DOD decal be inspected as a condition for entry onto the installation. The installation commander has further directed that any vehicle in which someone is unable to show a valid form of government-issued picture ID be directed to the vehicle inspection lane where the vehicle will be inspected and the unidentified person's name be checked against the barred person(s) list and vouched for by someone authorized access to the installation prior to being granted access. Remember, a civilian can refuse any attempt to be inspected and should never be inspected over his refusal.

Standards: Safeguard a military installation, protect government property, and prevent unauthorized personnel, packages, and/or vehicles from entering the installation.

Performance Steps

1. Identify if person attempting entry is in a vehicle or a pedestrian. IF THE INDIVIDUAL IS A PEDESTRIAN, SKIP TO STEP 7.
 - a. SKILLS Soldier must have:
 - (1) Visual scanning ability.
 - b. KNOWLEDGES Soldier must have:
 - (1) Recognize walking vs. riding.
2. Perform a visual check of the exterior front of the vehicle as it approaches.
 - a. Look at front license plate year/month decal to ensure it has not expired (Ref: SL 1 Task 191-376-51110, Enforce Traffic Regulations).

NOTE: Some states do not require a front license plate on the vehicle. Therefore a missing front license plate is not always an indicator of foul play. An expired decal on the license plate may be an indicator of further deficiencies such as expired insurance, revoked license, etc.

- b. Look at windshield or bumper and verify Department Of Defense decal is visible and has not expired.
 - c. Ensure there is nothing obvious about the approach that would arouse suspicion indicating an impaired driver (Ref: SL 1 Task 191-376-51110, Enforce Traffic Regulations, 191-376-5130 Process a Drunk Driver) or terrorist activity.
 - d. SKILLS Soldier must have:
 - (1) IPC.
 - (2) Visual scanning ability.
 - e. KNOWLEDGES Soldier must have:
 - (1) What the different colored authorized DOD decals look like.
 - (2) What a year/month decal on a license plate looks like.
 - (3) When specific state decals expire (first of the month, last day of the month, 30 day automatic extensions, etc.).
 - (4) Knowledge of traffic regulations and traffic laws.

Performance Steps

3. Stop the vehicle using hand and arm signals (Ref: SL 1 Task 191-376-5107).

NOTE: Always position yourself so that you are highly visible to traffic with good approach sight distance and wear brightly colored vests or hats so the vehicle's driver can see you easily.

- a. SKILLS Soldier must have:
 - (1) IPC.
- b. KNOWLEDGES Soldier must have:
 - (1) How to implement correct hand and arm signals.

4. Interview driver and vehicle occupants (Ref: SL 1 Task 191-376-5126 Conduct Interviews).

- a. Identify each occupant by physically taking possession of and looking at military or DOD identification (ID) card, state drivers' license or other form of government issued photo ID. Compare the photo to the person and inspect the ID to ensure it is valid and has not been tampered with.
- b. Maintain eye contact with driver throughout interview and report suspicious behavior to your supervisor.

NOTE: The MP at the installation entry point is acting as a sentinel safeguarding a military installation and protecting government property while preventing theft. The installation commander has the authority to direct a search or an inspection at Access Control Points (ACP) to his installation and on the installation. The Access Control Handbook will use the term "inspection" except for Military Working Dogs (MWDs), where the term "search" will be used. Dogs "search". They do not "inspect."

- c. SKILLS Soldier must have:
 - (1) IPC.
- d. KNOWLEDGES Soldier must have:
 - (1) Differentiate between authentic and fraudulent. Look for signs of tampering.
 - (a) Drivers' licenses from all states.
 - (b) Military and Department of Defense ID cards.
 - (2) Recognize physical manifestations of the "fight or flight" mechanism.
 - (3) Recognize auditory manifestations of the "fight or flight" mechanism.
 - (4) Law, Miranda Rights Warning.

5. Determine if vehicle and occupants are authorized access.

- a. If there is no DOD decal on the vehicle then direct the vehicle to the inspection lane where it will be checked (Ref: SL 1 Task 191-376-5140 Search a Vehicle for Explosives or Prohibited Items or SL 1 Task 191-376-5141 Search a Commercial Cargo Vehicle for Explosives or Prohibited Items) (see note below) before access is granted.

NOTE: Local SOP will dictate whether a temporary vehicle pass is issued. See local SOP for further guidance.

Performance Steps

- b. If an unidentified person cannot produce an authorized form of government issued photo identification then direct them to the Visitor's Center to possibly be searched, Ref: SL 1 Task 191-376-5114, Determine if a Search and Seizure is Authorized; Ref: SL 1 Task 191-376-5115, Select a Type of Body Search to Perform; Ref: SL 1 Task 191-376-5116, Perform a Stand-up Search or a Frisk (Pat-Down) Search; Ref: SL 1 Task 191-376-5124, Identify Evidence/Contraband; Ref: SL 1 Task 191-376-5125, Collect Evidence) and be checked against the barred person(s) list and vouched onto the installation by an authorized person (see note below) or denied access. An MP response is to simply deny access. Remember, these are security measures, not legal measures to obtain "evidence." Without probable cause, a civilian can refuse any attempt at searching or inspecting him or his vehicle.

NOTE: Keep in mind that the driver or other occupants of the vehicle may be under duress by the unidentified person. (Ref: SL 1 Task 191-376-5136, Respond to a Hostage Situation)

Because of this potential problem, local SOPs and Commanders may implement a duress code policy that would alert access controllers to the suspect.

- c. SKILLS Soldier must have:

- (1) IPC.

- d. KNOWLEDGES Soldier must have:

- (1) Recognize physical manifestations of the "fight or flight" mechanism.

- (2) Recognize auditory manifestations of the "fight or flight" mechanism.

- (3) Law, Miranda Rights Warning.

- 6. Grant or Deny Access to the installation using hand and arm signals (Ref: SL 1 Task 191-376-5107).

- a. If the vehicle has a decal and everyone in the vehicle has been identified with a government issued photo ID, then grant access to the installation.

- b. If the driver or occupants lack identification or DOD sticker and refuse to report to the vehicle inspection lane and Visitor's Center, then deny access to the installation.

NOTE: Always position yourself so that you are highly visible to traffic with good approach sight distance and wear brightly colored vests or hats so the vehicle's driver can see you easily

- c. SKILLS Soldier must have:

- (1) IPC.

- d. KNOWLEDGES Soldier must have:

- (1) How to implement correct hand and arm signals.

- 7. Perform a visual check of the person approaching the pedestrian gate.

- a. Look to see if person is carrying a briefcase, box, or any item that should be inspected. (Ref: SL 1 Task 191-376-5114 Determine if a Search and Seizure is Authorized.)

Performance Steps

- b. Ensure person does not have unusual bulges in clothing and is not dressed inappropriately for the time of year or season (example: long jacket in hot weather, etc.)(Ref: SL 1 Task 191-376-5114, Determine if a Search and Seizure is Authorized; Ref: SL 1 Task 191-376-5115, Select a Type of Body Search to Perform; Ref: SL 1 Task 191-376-5116, Perform a Stand-up Search or a Frisk (Pat-Down) Search; Ref: SL 1 Task 191-376-5124, Identify Evidence/Contraband; Ref: SL 1 Task 191-376-5125, Collect Evidence). Have the person open the hand-carried item and reveal the contents. As the person to open his coat and visually inspect for unusual or suspicious items.
 - c. Ensure there is nothing obvious about the person approaching that would arouse suspicion indicating terrorist activity.
 - d. SKILLS Soldier must have:
 - (1) IPC.
 - (2) Visual scanning ability.
 - e. KNOWLEDGES Soldier must have:
 - (1) Recognize physical manifestations of the "fight or flight" mechanism.
 - (2) Recognize auditory manifestations of the "fight or flight" mechanism.
 - (3) Recognize potential terrorists through force protection training.
8. Stop the individual.
- a. SKILLS Soldier must have:
 - (1) IPC.
9. Interview the individual (Ref: SL 1 Task 191-376-5126 Conduct Interviews).
- a. Identify individual by physically taking possession of and looking at military or DOD identification (ID) card, state drivers' license, or other form of government-issued photo ID. Compare the photo to the person and inspect the ID to ensure it is valid and has not been tampered with.
 - b. Determine contents of briefcase, package, or container (Ref: SL 1 Task 191-376-5114 Determine if a Search and Seizure is Authorized).
 - c. Maintain eye contact with the individual throughout interview and report suspicious behavior to your supervisor.
 - d. SKILLS Soldier must have:
 - (1) IPC.
 - e. KNOWLEDGES Soldier must have:
 - (1) Differentiate between authentic and fraudulent. Look for signs of tampering.
 - (a) Drivers' licenses from all states.
 - (b) Military and Department of Defense ID cards.
 - (2) Recognize physical manifestations of the "fight or flight" mechanism.
 - (3) Recognize auditory manifestations of the "fight or flight" mechanism.
10. Determine if individual is authorized access.

Performance Steps

- a. If an unidentified person cannot produce an authorized form of government issued photo identification then direct them to the Visitors Center to possibly be checked, Ref: SL 1 Task 191-376-5114, Determine if a Search and Seizure is Authorized; Ref: SL 1 Task 191-376-5115, Select a Type of Body Search to Perform; Ref: SL 1 Task 191-376-5116, Perform a Stand-up Search or a Frisk (Pat-Down) Search; Ref: SL 1 Task 191-376-5124, Identify Evidence/Contraband; Ref: SL 1 Task 191-376-5125, Collect Evidence) have his or her person checked, Ref: SL 1 Task 191-376-5114, Determine if a Search and Seizure is Authorized; Ref: SL 1 Task 191-376-5115, Select a Type of Body Search to Perform; Ref: SL 1 Task 191-376-5116, Perform a Stand-up Search or a Frisk (Pat-Down) Search; Ref: SL 1 Task 191-376-5124, Identify Evidence/Contraband; Ref: SL 1 Task 191-376-5125, Collect Evidence) and be checked against the barred person(s) list and vouched onto the installation or denied access. An MP response is to simply deny access. Remember, these are security measures, not legal measures to obtain "evidence." Without probable cause, a civilian can refuse any attempt at searching or inspecting him or his vehicle. Just deny "access," that is all.

NOTE: Local SOP will dictate whether a temporary visitor's pass is issued. See local SOP for further guidance.

- b. If the person has a briefcase, package or other container then direct the unidentified person to the Visitor's Center to have the carried package checked, (Ref: SL 1 Task 191-376-5114 Determine if a Search and Seizure is Authorized) and have his or her person checked. Ref: SL 1 Task 191-376-5114, Determine if a Search and Seizure is Authorized; Ref: SL 1 Task 191-376-5115, Select a Type of Body Search to Perform; Ref: SL 1 Task 191-376-5116, Perform a Stand-up Search or a Frisk (Pat-Down) Search; Ref: SL 1 Task 191-376-5124, Identify Evidence/Contraband; Ref: SL 1 Task 191-376-5125, Collect Evidence).
- c. SKILLS Soldier must have:
 - (1) IPC.
- d. KNOWLEDGES Soldier must have:
 - (1) Differentiate between authentic and fraudulent:
 - (a) Drivers' licenses from all states.
 - (b) Military and Department of Defense ID cards.
 - (2) Recognize physical manifestations of the "fight or flight" mechanism.
 - (3) Recognize auditory manifestations of the "fight or flight" mechanism.
 - (4) Knowledge of search and seizure laws.

11. Grant or Deny Access to the installation.

- a. If the person has been identified with an authorized government issued photo ID and has no briefcase, bag, or container to search, then grant access to the installation.
- b. If the person lacks identification and refuses to report to the Visitor's Center then deny access to the installation.
- c. SKILLS Soldier must have:
 - (1) IPC.

Performance Measures

GO

NO
GO

1. Identified if person attempting entry was in a vehicle or a pedestrian.
IF THE INDIVIDUAL WAS A PEDESTRIAN, SKIP TO PERFORMANCE MEASURE 7.

2. Performed a visual check of the exterior front of the vehicle as it approached.

3. Stopped the vehicle using hand and arm signals.

4. Interviewed driver and vehicle occupants.

a. Identified each occupant by physically taking possession of and looking at military or DOD identification (ID) card, state drivers' license or other form of government issued photo ID.

5. Determined if vehicle and occupants were authorized access.

6. Granted or denied access to the installation using hand and arm signals.
Note to Tester: If soldier completed performance measures 1-6 in sequence score a Go for this task. If soldier grants access to vehicle that does not have a DOD sticker or to an unidentified person score a No-Go.

7. Performed a visual check of the person approaching the pedestrian gate.

8. Interviewed the individual.

a. Identified individual by physically taking possession of and looking at military or DOD identification (ID) card, state drivers' license, or other form of government issued photo ID.

9. Determined if individual was authorized access.

10. Granted or denied access to the installation using hand and arm signals.
Note to Tester: If soldier completed performance measures 7-10 in sequence score a Go for this task. If soldier grants access to an unidentified person or to someone carrying a bag or container without being directed to the Visitor's Center to be checked score a No-Go.

General comment: Security measures performed for Access Control are for security reasons. ACP inspections are not conducted to obtain evidence. They are performed to ensure unauthorized persons do not enter the installation and to prevent dangerous items from entering. Until there is probable cause, there is no need to do a body search. Also, many of the forces that conduct Access Control are not Law Enforcement personnel. This is even truer at higher FPCON levels. To use tasks like, "Determine Probable Cause" and "Select Type of Body Search" suggests that a crime has already been committed.